

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY, CALIFORNIA  
AND RECORD OF ACTION**

67

May 6, 2003

**FROM:** **MARK UFFER**, Director  
Arrowhead Regional Medical Center

**GARY PENROD**, Sheriff

**SUBJECT: PER DIEM NURSING ORDINANCE AND REGISTERED NURSE – FLOAT POOL CLASSIFICATION**

**RECOMMENDATION:**

1. **Read title only of proposed Ordinance relating to compensation of per diem nursing positions; waive reading of entire text and continue to Tuesday, May 13, 2003 at 10:00 a.m. for adoption.**
2. Establish the classification Registered Nurse – Float Pool, Professional Unit. Establish salary for new classification as R59 (\$48,235 - \$61,630), as a Minute Order Amendment to the Salary Ordinance.
3. Approve the reclassification of vacant positions #77169, #77170, #77178 and #09702, from Registered Nurse II – ARMC, Professional Unit, RNPC (\$45,843 - \$57,429), to Registered Nurse – Float Pool, Professional Unit, R59 (\$48,235 - \$61,630).
4. Delete the classification of Licensed Vocational Nurse – Per Diem (Job Code 03341), Technical and Inspection Unit, \$14.17 per hour.

**BACKGROUND INFORMATION:** Approval of this agenda item adds the classes of Interim Permit Registered Nurse – Per Diem, ARMC Nurse – Float Pool Nurse - Per Diem and ARMC Relief Nurse Supervisor; provides competitive rates of pay; updates overtime and differential provisions; and establishes a Licensed Vocational Nurse – Per Diem. This agenda item establishes a Float Pool classification for regular employees and reclassifies four existing vacant regular positions to the new classification. Lastly, the agenda item will delete the class of Licensed Vocational Nurse – Per Diem in the Technical and Inspection Unit.

Arrowhead Regional Medical Center (ARMC) has used per diem nurses since the mid-1990s to assist with managing workload fluctuations. Employing per diem nurses cuts down on the need to have staff nurses work overtime; therefore presenting a cost saving to the Medical Center. The last increase to salaries prescribed by the Per Diem Nurse Ordinance was approved in 1998.

Recommendation No. 1 provides a competitive rate of pay for existing per diem classes of Registered Nurse I – Per Diem (20% increase) and Registered Nurse II – Per Diem (15% increase). It also establishes new classes of Interim Permit Nurse – Per Diem, Float Pool Nurse – Per Diem, and ARMC Relief Nurse Supervisor. The position of Interim Permit Nurse – Per Diem allows the Medical Center to employ nursing graduates who have recently completed their degree at a competitive entry-level rate of pay. In addition this Ordinance clearly defines overtime as hours worked over 12 per day or over forty (40) hours per week. Currently some per diem nurses are eligible to paid overtime for more than 8 hours a day.

Page 1 of 2

Record of Action of the Board of Supervisors

**CONTINUED FOR ADOPTION OF ORDINANCE  
TO TUE, 5/13/03 @ 10 A.M.**

**BOARD OF SUPERVISORS  
COUNTY OF SAN BERNARDINO**

MOTION	<u>SECOND</u>	<u>AYE</u>	<u>AYE</u>	<u>AYE</u>	<u>MOVE</u>
	1	2	3	4	5

**J. RENEE BASTIAN, CLERK OF THE BOARD**

**BY** \_\_\_\_\_

**DATED: May 6, 2003**

67  
ITEM 070

**BOARD OF SUPERVISORS****PER DIEM NURSING ORDINANCE AND REGISTERED NURSE – FLOAT POOL CLASSIFICATION**

May 6, 2003

Page 2 of 2

67

The Sheriff's Department has used individual contracts in the past to hire contract nurses who perform the same function of a per diem nurse. This Ordinance will streamline this practice by allowing the Sheriff's Department to hire Per Diem Registered Nurses under this Ordinance.

The Medical Center has established a Float Pool, staffed by Registered Nurses who must be competent, qualified and have the required certifications to work in at least 10 different units. These Nurses can be assigned to various units during their shift, thereby assisting units that might be experiencing an influx of patients, or a complex caseload.

Approval of Recommendation No. 1 will establish compensation for per diem nurses assigned to the Float Pool. Recommendation No. 2 will establish the classification of Registered Nurse - Float Pool, for regular staff nurses assigned to the Float Pool. Recommendation No. 3 approves the reclassification of four vacant Registered Nurse II - ARMC positions to Registered Nurse - Float Pool. The Medical Center decided it was a better option to reclassify the vacant positions instead of adding new positions; therefore minimizing the fiscal impact. The Registered Nurse II – ARMC positions have been vacant (and under recruitment) over the past year due to difficulty inherent in filling these positions. Positions 77169, 77170, and 77178 were approved to be filled but will remain open until the reclassification is approved.

Approval of this Ordinance will establish the classification of Licensed Vocational Nurse – Per Diem, to be used by both the Medical Center and the Sheriff's Department. Recommendation No. 4 will delete the current classification of Licensed Vocational Nurse – Per Diem in the Technical and Inspection Unit. This classification was never used and it will be more effective administratively to combine both registered nurses and licensed vocational nurses in the Per Diem Ordinance.

Fair Labor Standards Act (FLSA) Status of New Class: Exempt

**REVIEW BY OTHERS:** The proposed action has been reviewed by Human Resources (Linda Matthews, Classification Manager) on March 20, 2003, County Counsel (Andrew Hartzell, Deputy County Counsel) on April 24, 2003, the County Administrative Office (Mario Lara, Administrative Analyst) on April 29, 2003, and HSS Administration (Bea Valdez, Administrative Analyst) on April 29, 2003.

**FINANCIAL IMPACT:** Approval of this Ordinance will result in an additional cost of \$103,066 to the Medical Center for Fiscal Year 2002/03. There are sufficient appropriations and revenue in the Medical Center's 2002-03 budget to absorb this increased cost. For Fiscal Year 2003/04, the Medical Center will expend an additional \$824,531 which is included in the Medical Center's proposed budget. Reclassification of the four Registered Nurse II – ARMC positions will result in an additional cost of \$2,100 plus benefits for Fiscal Year 2002/03 and \$17,695 plus benefits for Fiscal Year 2003/04. These funds are available in the Medical Center's budget. FY 2002-03 costs will be offset by the salary savings of \$212,656 originated from the vacancy of the four Registered Nurses.

The additional cost to the Sheriff's Department as a result of this action is estimated to have an incremental cost of \$7,356 for Fiscal Year 2002/03. For Fiscal Year 2003/04, the Sheriff's Department will expend an additional \$58,850 as a result of this Ordinance. These increased costs will be fully offset by revenue generated from the County's contract with the United States Marshals Service to house federal inmates in West Valley Detention Center's medical unit at a rate of \$500 per inmate, per day. Estimated annual revenue generated by the medical unit is \$1.4 million; year-to-date revenue for FY02/03 is \$989,000. There is no impact to local cost as a result of this request.

**COST REDUCTION REVIEW:** The County Administrative Office has reviewed this agenda item and recommends approval based on the fact that this action is critical for patient health, welfare and safety to both the Medical Center and the Sheriff's Department. In addition, the State is expected to mandate increased nurse to patient staffing ratios, which will cause an impact to ARMC.

**SUPERVISORIAL DISTRICT(S):** All

**PRESENTERS:** Mark Uffer, Director, Arrowhead Regional Medical Center, 580-6150  
Norm Hurst, Sheriff's Deputy Chief, 387-3636

67